

A RESOLUTION BY

03-*ℓ*-2111

CITY UTILITIES COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE TO PROCEED WITH DELON HAMPTON & ASSOCIATES/HDR/W.L. JORDEN, A JOINT VENTURE, FOR FC-6710-96C, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES TO PROVIDE DESIGN AND ENGINEERING SERVICES FOR TRAFFIC CALMING ALONG MCCLENDON AVENUE BETWEEN MORELAND AVENUE AND HOWARD DRIVE ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM THE FOLLOWING FUND ACCOUNT AND CENTER NUMBER: 1C45 574001 M23F053092BG.

WHEREAS, the City of Atlanta, (the "City") did enter into FC-6710-96C, Annual Contract for Architectural and Engineering Services; and

WHEREAS, the Department of Public Works requires architectural and engineering services for traffic calming along McClendon Avenue between Moreland Avenue and Howard Drive in an amount not to exceed Forty Thousand Dollars (\$40,000.00); and

WHEREAS, the Commissioner of the Department of Public Works and the Chief Procurement Officer of the Department of Procurement have recommended that Delon Hampton & Associates/HDR/W.L. Jorden, Inc., a Joint Venture, provide architectural and engineering services.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor be and is hereby authorized to approve a notice to proceed with Delon Hampton & Associates/HDR/W.L. Jorden, Inc., a Joint Venture, for FC-6710-96C, Annual Contract for Architectural and Engineering Services in an amount not to exceed Forty Thousand Dollars (\$40,000.00).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate contractual agreement for execution by the Mayor to be approved by the City Attorney as to form.

BE IT FURTHER RESOLVED, that this notice to proceed should not become binding on the City, and the City shall incur no liability upon same until such contract has been executed by the Mayor and delivered to the contracting party.

BE IT FINALLY RESOLVED, that all services for said notice to proceed shall be charged to and paid from fund account and center number: 1C45 574001 M23F053092BG.

CEZ (11/10/03)

LEGISLATIVE SUMMARY

TO: CITY UTILITIES COMMITTEE

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE TO PROCEED WITH DELON HAMPTON & ASSOCIATES/HDR/W.L. JORDEN, A JOINT VENTURE, FOR FC-6710-96C, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES TO PROVIDE DESIGN AND ENGINEERING SERVICES FOR TRAFFIC CALMING ALONG MCCLENDON AVENUE BETWEEN MORELAND AVENUE AND HOWARD DRIVE ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM THE FOLLOWING FUND ACCOUNT AND CENTER NUMBER: 1C45 574001 M23F053092BG.

Council Meeting Date: December 1, 2003

Legislation Title: Notice to proceed for design and engineering services for construction drawings for traffic calming along McClendon Avenue between Moreland Avenue and Howard Drive.

Requesting Dept.: Department of Public Works.

Background: Notice to proceed for design and engineering services for construction drawings for traffic calming along McClendon Avenue between Moreland Avenue and Howard Drive. Services include the addition of new facilities consisting of approximately twenty-six bulb-outs, 900 s.f. of new concrete sidewalk and 20' x 230' of concrete median.

Fund Account Center: 1C45 574001 M23F053092BG

Prepared By: Cynthia E. Zachery

Contact Number: (404) 330-6057



CITY OF ATLANTA

SHIRLEY FRANKLIN
MAYOR


68 MITCHELL STREET, S.W.
SUITE 4500, CITY HALL SOUTH
ATLANTA, GEORGIA 30303-3531
TEL. 404 330-6739
FAX 404 658-7978

DEPARTMENT OF PUBLIC WORKS
DAVID E. SCOTT, P.E.
Commissioner
SANDRA D. JENNINGS, P.E.
Quality of Life Bond Program Manager

MEMORANDUM

DATE: November 5, 2003

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Sandra D. Jennings, P.E., Program Manager
Department of Public Works
Quality of Life Bond Program 

RE: Annual Architectural and Engineering Services Contract FC-6710-96C

Please find the attached requisition and proposal from HDR/W.L. Jorden, Inc. It provides construction drawings for traffic calming services along McLendon Avenue between Moreland Avenue and Howard Drive.

This proposal provides for design and engineering services that include the addition of new facilities consisting of approximately twenty-six bulb-outs, 900 s.f. of new concrete sidewalk and 20' x 230' of concrete median. Additionally it provides for site preparation plans, layout drawings, erosion control practices and construction details.

The Department of Public Works recommends utilizing the design services of HDR/W.L. Jorden, Inc. for these traffic calming services and seeks your assistance in preparing legislation that will authorize the issuance of a "Notice to Proceed" for this work, not to exceed \$40,000.00.

Should you require additional information regarding this matter, I may be reached at (404) 330-6739.

SJ/dr

Attachment(s):

cc: David E. Scott, P.E., DPW
Madelyn Grant, DPW
Marla Fordham, DPW
Joyce Vance, DPW
Keith Brooks, DOP
Cynthia Zackery, DOP
File



BOND PROGRAM

"Improving Our Quality of Life for Today and Tomorrow"

CITY OF ATLANTA
DEPARTMENT OF PUBLIC WORKS
NOV 10 2003



ONE COMPANY *Many Solutions*

Sandra Jennings, Public Works Manager
Traffic and Transportation
68 Mitchell Street, SW
4900 City Hall South
Atlanta, GA 30303

June 13, 2003

Dear Ms. Jennings:

The information included in this memo has been updated to comply with the comments from our telephone conversation yesterday. HDR is proposing to provide construction drawings for traffic calming along McLendon Avenue between Moreland Avenue and Howard Drive in accordance with the terms and conditions set forth in our annual contract for Architectural and Engineering Services with the City of Atlanta (FC-6710-96C). The City has agreed to provide HDR with all preliminary plans that may be helpful during the design development phase. HDR's design will include the addition of new facilities roughly consisting of twenty-six bulbouts, 900 sf of new concrete sidewalk and 20' x 230' of concrete median. Deliverables will include all items necessary for permitting with the City of Atlanta such as: existing condition maps, site preparation plans, layout drawings, planting plans, erosion control practices and construction details.

HDR's fee for the above services is \$40,000 (forty thousand dollars). The fee is broken down into the following categories:

Project Initiation and Kick-off Meeting	\$ 1,000	scheduled after notice to proceed
Inventory and Analysis, Design Development	\$ 12,000	two weeks from NTP
Preliminary Plans to 60% Construction Documents	\$ 15,500	three weeks from NTP
Plan Review and Evaluation	\$ 2,500	*
Final Plans (100%)	\$ 4,500	one week
Final Review and Evaluation	\$ 1,500	*
Final Deliverables	\$ 3,000	one month from NTP
<hr/> Total design and engineering services		<hr/> \$40,000

* Final deliverables date may change depending on review and evaluation time

This lump sum fee includes all labor, overhead, profit and some expenses (cost for printing, travel, copying and photography shall be reimbursed at cost to HDR).

If this proposal is acceptable, please sign and return one copy of this form to our office.

Sincerely,

W. Robby Bryant, ASLA
Project Manager, HDR

Accepted by HDR:

Douglas R. Hooker, PE
Vice-President, HDR

Accepted by The City of Atlanta:

Signature Date
Printed Name / Title:

cc: Bill Douty, DHA



CITY OF ATLANTA

SHIRLEY FRANKLIN
MAYOR


68 MITCHELL STREET, S.W.
SUITE 4500, CITY HALL SOUTH
ATLANTA, GEORGIA 30303-3531
TEL. 404 330-6739
FAX 404 658-7978

DEPARTMENT OF PUBLIC WORKS
DAVID E. SCOTT, P.E.
Commissioner
SANDRA D. JENNINGS, P.E.
Quality of Life Bond Program Manager

MEMORANDUM

DATE: November 5, 2003

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Sandra D. Jennings, P.E., Program Manager 
Department of Public Works
Quality of Life Bond Program

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Should you require additional information regarding this matter, I may be reached at (404) 330-6739.

SJ/dr

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cc: David E. Scott, P.E., DPW
Madelyn Grant, DPW
Marla Fordham, DPW
Joyce Vance, DPW
Keith Brooks, DOP
Cynthia Zackery, DOP ✓
File



BOND PROGRAM
"Improving Our Quality of Life for Today and Tomorrow"

CITY OF ATLANTA
DEPARTMENT OF PUBLIC WORKS
RECEIVED
NOV 11 2003
SANDRA D. JENNINGS



ONE COMPANY *Multi-Solutions*

Sandra Jennings, Public Works Manager
Traffic and Transportation
68 Mitchell Street, SW
4900 City Hall South
Atlanta, GA 30303

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W. Robby Bryant, ASLA
Project Manager, HDR

Accepted by HDR:

Douglas R. Hooker, PE
Vice President, HDR

Accepted by The City of Atlanta:

Signature	Date
Printed Name / Title:	

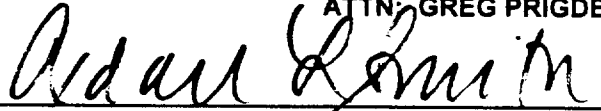
cc: Bill Douty, DHA

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIGDEON

Chief Procurement Officer's Signature:


Adam L. Smith

Originating Department: Public Works

Contact Person: Cynthia E. Zachery
(X6057)

Committee(s) of Purview: City Utilities Committee

Council Deadline: November 10, 2003

Committee Meeting Date(s): November 25, 2003

Full Council Date: December 1, 2003

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE TO PROCEED WITH DELON HAMPTON & ASSOCIATES/HDR/W.L. JORDEN, A JOINT VENTURE, FOR FC-6710-96C, ANNUAL CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES TO PROVIDE DESIGN AND ENGINEERING SERVICES FOR TRAFFIC CALMING ALONG MCCLENDON AVENUE BETWEEN MORELAND AVENUE AND HOWARD DRIVE ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS IN AN AMOUNT NOT TO EXCEED FORTY THOUSAND DOLLARS (\$40,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM THE FOLLOWING FUND ACCOUNT AND CENTER NUMBER: 1C45 574001 M23F053092BG.

BACKGROUND

TO PROVIDE DESIGN AND ENGINEERING SERVICES FOR CONSTRUCTION DRAWINGS FOR TRAFFIC CALMING ALONG MCCLENDON AVENUE BETWEEN MORELAND AVENUE AND HOWARD DRIVE. SERVICES INCLUDE THE ADDITION OF NEW FACILITIES CONSISTING OF APPROXIMATELY TWENTY-SIX BULB-OUTS, 900 S.F. OF NEW CONCRETE SIDEWALK AND 20' X 230' OF CONCRETE MEDIAN.


FINANCIAL IMPACT (if any): \$40,000.00

Mayor's Staff Only

Received by Mayor's Office:

11.12.03
(date)

Reviewed by:


(initials) (date)

Submitted to Council:

(date)

Action by Committee: ☐ Approved ☐ Adversed ☐ Held ☐ Amended

☐ Substitute ☐ Referred ☐ Other